Advanced Excel for Planning, Forecasting & Budgeting Skills

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Baku (Azerbaijan)



Advanced Excel for Planning, Forecasting & Budgeting Skills

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Why This Course

In today's data-driven financial environment, Excel remains one of the most powerful tools for financial planning, forecasting, and budgeting. Finance professionals are expected not only to interpret complex datasets but also to build dynamic financial models, analyze risk, and support strategic decisions with precision. Mastering advanced Excel techniques is essential for improving efficiency, accuracy, and the overall quality of financial insights.

The Advanced Excel for Planning, Forecasting & Budgeting - Intensive 1-Week Programme equips finance professionals with the expertise to design sophisticated models, perform robust sensitivity and scenario analyses, and present financial insights through high-impact dashboards. Through hands-on exercises, practical case studies, and guided model-building sessions, participants will gain the confidence and capability to elevate their financial planning processes using Excel's advanced features.

What You'll Learn and Practice

By the end of this programme, participants will be able to:

- Apply advanced Excel functions to build reliable financial models.
- Create dynamic budgets and forecasts using driver-based modeling techniques.
- Conduct sensitivity and scenario analyses to assess financial risks.
- Use data-driven insights to optimize financial decision-making.
- Enhance reporting through advanced visualization and automated tools.

The Programme Flow

Day 1: Advanced Excel Functions for Financial Modeling

- Using advanced lookup functions INDEX, MATCH, OFFSET
- Building array formulas and managing dynamic ranges
- Applying data validation and error-checking techniques
- Using key financial functions NPV, IRR, XNPV, XIRR



Day 2: Building Dynamic Budgets and Forecasts

- Designing flexible, scalable budget templates
- Implementing rolling forecasts and driver-based models
- Conducting scenario analysis using Data Tables
- Performing variance analysis and creating meaningful reports

Day 3: Sensitivity Analysis and Risk Assessment

- Conducting one-way and two-way sensitivity analysis
- Introduction to Monte Carlo simulation for risk modeling
- Using Goal Seek and Solver for financial optimization
- Building tornado charts to visualize risk variables

Day 4: Advanced Forecasting Techniques

- Applying time series analysis and trend-based forecasting
- Using regression analysis for predictive modeling
- Leveraging moving averages and exponential smoothing
- Combining multiple forecasts to improve projection accuracy

Day 5: Data Visualization and Reporting

- Mastering advanced charting techniques for financial storytelling
- Creating dynamic, interactive dashboards
- Using PivotTables and PivotCharts for deep-dive analysis
- Automating reporting processes with macros and simple VBA routines

Individual Impact

Participants will return with the ability to:

- Build flexible, reliable, and error-free financial models.
- Apply forecasting techniques grounded in analytical precision.
- Conduct advanced sensitivity and risk analyses with confidence.
- Create visually compelling financial dashboards and automated reports.

Organizational Impact

Organizations benefit through:

- Enhanced accuracy and efficiency in planning and budgeting cycles.
- Stronger analytical capabilities supporting strategic financial decisions.
- Standardized, scalable modeling frameworks for teams.
- Improved reporting quality for internal and external stakeholders.



Training Methodology

This programme integrates:

- Hands-on Excel model-building sessions
- Real-world forecasting and budgeting case studies
- Interactive workshops and group problem-solving
- Practical templates and tools ready for workplace application

Beyond the Course

Upon completion, participants will be equipped with advanced Excel capabilities that enable smarter analysis, more reliable forecasting, and more impactful financial reporting. They will return ready to elevate their organization’s planning and budgeting functions with data-driven clarity.

